

<p align="center"><b>2 ORIENTATION</b></p>	<p align="center">Page 1 of 1</p>
<p align="center"><b>Division of Forensic Science</b></p> <p align="center"><b>CONTROLLED SUBSTANCES TRAINING MANUAL</b></p>	<p>Amendment Designator: A</p>
	<p>Effective Date: 21-October-2005</p>
<div style="text-align: center; margin-bottom: 20px;"> <p><b>2 ORIENTATION</b></p> </div> <div> <p><b>2.1 Minimum Requirements for Orientation</b></p> <div style="margin-left: 20px;"> <p>2.1.1 Introduction to local operating facilities and personnel</p> <p>2.1.2 Assignment of a work/study area</p> <p>2.1.3 Coverage of the following:</p> <ul style="list-style-type: none"> <li>• Quality Manual</li> <li>• Administrative Operating Procedures (AOP)</li> <li>• Regional Operating Procedures (ROP)</li> <li>• Section Procedures Manual</li> <li>• Section Training Manual</li> <li>• DFS Safety Manual</li> <li>• Organization of DCJS and the Division of Forensic Science</li> </ul> <p>2.1.4 Introduction to the technical capabilities of all regional laboratories, to include definitions of the regional boundaries and areas of overlap</p> <p>2.1.5 Explanation of the purpose of the training program including an insight into the course of events and what the trainee is expected to accomplish</p> <p>2.1.6 Explanation of the operation of local, state and federal law enforcement agencies and court systems</p> <p>2.1.7 Clarification of the duties of a forensic drug chemist</p> <p>2.1.8 Introduction to the LIMS system</p> </div> <div style="text-align: right; margin-top: 20px;"> <p>♦ End</p> </div> </div>	